



DIRECTOR'S OFFICE
DEPT. OF
TRANSPORTATION
JAN 9 3 12 PM '02

DML 0032
GLENN M. OKIMOTO
Comptroller

MARY ALICE EVANS
Deputy Comptroller

STATE OF HAWAII
DEPARTMENT OF ACCOUNTING
AND GENERAL SERVICES
P.O. BOX 119
HONOLULU, HAWAII 96810-0119

January 8, 2002

COMPTROLLER'S MEMORANDUM NO. 2002-01

TO: All State Departments/Agencies

FROM: Glenn M. Okimoto *Glenn M. Okimoto*
State Comptroller

SUBJECT: Photographic Traffic Enforcement
State Owned Vehicles
HRS Section 291C-102

This memorandum replaces Comptroller's Memorandum No. 2001-26 dated December 31, 2001.

Please inform the drivers of state-owned vehicles that they are liable for any traffic violations which may result from the new photo enforcement system.

It shall be the responsibility of each state agency which utilizes a state-owned vehicle to maintain a record of the date and time of each assigned driver of the state vehicle for identification, enforcement and prosecution purposes. A sample copy of a vehicle assignment record is provided for your use.

A copy of the draft complaint and summons citation form is also attached for your information.

If there are any questions, please contact Mr. Harold Sonomura of the Automotive Management Division at 586-0343.

Attachment

LICENSE NO. SH-_____ MAKE _____

[illegible]

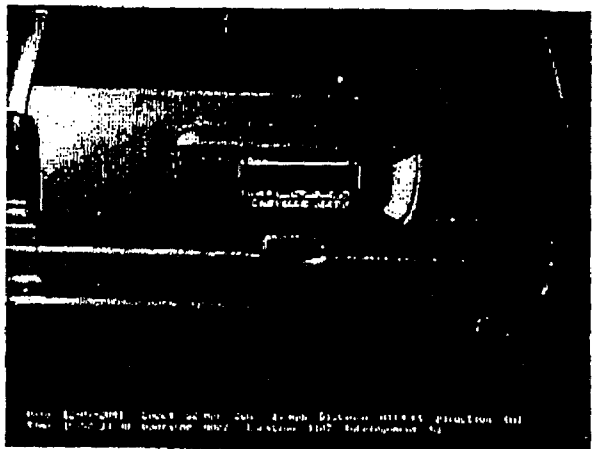
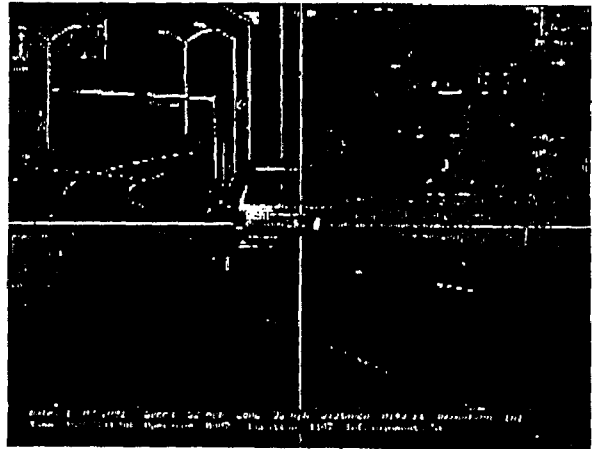
Department of Transportation – Highways Division
COMPLAINT AND SUMMONS
*In the District Court, First Judicial Circuit,
 City & County of Honolulu
 State of Hawai'i*

Citation No. **0000001VO** Date Issued: 00/00/00
 District: Beat:

Registered Owner Information:

Name
 Address
 City, State Zip

Your vehicle was photographed violating a State of Hawai'i traffic law on the date and time listed below. Pursuant to Act 240, Session Laws of Hawai'i 2000 and §281C-165 Hawai'i Revised Statutes, the registered owner of a vehicle is liable for payment of the fine for violations recorded by an automated traffic enforcement system, unless the vehicle was not operated by the owner at the time of the violation. If the driver of the vehicle was not the registered owner at the time of the violation, complete the Declaration of Vehicle Operator Identification on the back of this citation within 15 days of the date of issue. On the back of this citation you will also find detailed information regarding payment and adjudication. For Customer Service Inquiries: (808) 834 – 6768.



<input type="checkbox"/> Photo Speed Enforcement Equipment was deployed, tested and working properly at the time of the violation. Warning signs were posted in accordance with HDOT regulations.			
Driver's License Number:			
Date of Violation:		Time: (am/pm)	
Vehicle Lic. No.		State	
Vehicle Make	Type	Color	Yr
Location of Violation: (Street and direction) Code:			
Code and Section: HRS (Section 291C-32(a)(3) or Section 291C-102)			
Description: Red light violation/Noncompliance with speed limit			
Posted Speed:		Vehicle Speed:	
Complainant: Dept. of Transportation		Operator ID No.	
A Postmark/paid before court date		B Postmark/paid on/after court date Payment	
Payment Amount: \$\$\$		Amount: \$\$\$	

Your court appearance date is:

Date: Time: AM/PM
 Courtroom: District Court of:

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Signature of Registered Owner: _____

Driver's License Number: _____ Date of Birth: _____

District Court of: _____ Court Date: _____

Amount Paid: \$ _____

Bar Code

Citation Number

See Back

IMPORTANT READ CAREFULLY

You may pay for the citation, submit a written statement or attend an informal hearing to explain your side of the case. Please read the instructions on the insert for more information.

Failure to respond to this traffic citation by your court date may cause a default judgment to be issued in favor of the State of Hawai'i and prevent you from renewing your driver's license. Additional penalties may be imposed.

PAYMENT INSTRUCTIONS – You may pay either by mail, in person at any district court, by telephone or through the Internet. Telephone (1-800-423-3841) and Internet (<http://www.state.hi.us/jud/>) payments will incur convenience fees, and must be made no later than two business days before the court date. If paying by mail, only check, money order (US dollars), JCB, VISA or MasterCard credit cards will be accepted. Illegible requests will not be honored. **DO NOT SEND CASH.** Please make check or money order payable to DISTRICT COURT. A service fee of \$15 plus interest will be assessed for any dishonored item.

JUVENILES – If you are under the age of 18, you must be accompanied by a parent or legal guardian when you appear in court. If a written statement is submitted, your parent or legal guardian must also co-sign the written statement. If you are making a payment, please see insert under JUVENILES for additional information.

Declaration of Vehicle Operator Identification

(Act 234, SLH 1998, Section 12(b), as amended by Act 263, SLH 1999, Section 7(8))

We, the undersigned, declare that _____, the registered owner of the vehicle to which
Print Full Name
citation # _____ was issued, was not operating the vehicle at the time of the alleged violation as described on the
front of this citation. The current name and address of the operator of the vehicle at the time of the alleged violation are as follows:

Name: _____ Driver's License No.: _____ Date of Birth: _____

Address: _____ City: _____ State/Zip Code: _____

We, the undersigned, do further declare under penalty of perjury and other law that the foregoing is true and correct. We further understand that criminal and civil penalties may apply in the event of false statements.

Signature Registered Owner	Date	Signature of Vehicle Operator	Date
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Driver's License No.

Driver's License No.

The registered owner must submit the fully filled-out, signed, and dated declaration (1) with the registered owner's answer to the notice of traffic infraction (citation) within fifteen days of the date of issuance in accordance with Section 291D-6(b) of the Hawai'i Revised Statutes, or (2) in open court to the trial court hearing the matter. Please return this form in the envelope provided.

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JCB, VISA OR MASTERCARD ONLY
PRINT CLEARLY. ILLEGIBLE REQUESTS WILL NOT BE HONORED

Charge to my: ☐ JCB ☐ VISA ☐ MASTERCARD

Acct. # _____ Expires: _____

Name _____ Phone (Day) _____

Address _____ State/Zip Code _____

Signature _____

IMPORTANT INFORMATION

Pursuant to Chapter 291-D, Hawaii's Revised Statutes, you must choose one of the three following options within 15 calendar days from the issue date of this citation.

1. **PAY** – You can pay for this citation by mail, in person at any district court, by telephone or over the Internet. Payment must be postmarked or paid in person before the court appearance date shown on the front of the citation. Otherwise, you must submit the amount shown in box "B" on the citation. Payments through the telephone (1-800-423-3941) and Internet (<http://www.state.hi.us/lilo/ldf/>) will incur convenience fees and must be paid two business days before the court date. No delinquent "B" payment amount can be processed through the telephone or Internet at this time.
2. **APPEAR IN PERSON** – If you wish to contest or explain the circumstances, you should appear at the time and place listed on the citation. If you want the issuing representative/office to be present, you must request a subpoena and pay for service and witness fees (\$20-\$25). Call the district court where your court appearance is scheduled for more information. (See court addresses below for telephone number.)
3. **WRITTEN STATEMENT** – If you wish to submit a written statement instead of appearing in person to contest or explain the circumstances, you may send a written statement within 15 calendar days from the issue date of this citation. Please be sure your name, date of birth, driver's license number or social security number, address and citation number(s) are on the statement. You will be notified of the judge's decision by mail. Do not mail payment with your written statement.

Failure to respond to one of the above options by your court date may cause a default judgment to be issued in favor of the State of Hawaii and prevent you from renewing your driver's license. Additional penalties may be imposed.

JUVENILES - If you are under 18 years of age, you may either pay or contest/explain this traffic citation.

1. **Pay** – If payment is made in person at the district court, your parent or legal guardian must accompany you. If payment is made by check or money order and mailed, it must be signed by your parent or legal guardian. Otherwise, payment must be accompanied by a note from your parent or legal guardian acknowledging the citation.
2. **Contest or Explain** – If you wish to contest the citation or explain the circumstances, you may do so in person or by submitting a written statement prior to your court date. If you decide to appear in person, please appear at the time and place indicated on the citation with your parent or legal guardian. If you submit a written statement, it must be co-signed by your parent or legal guardian.

DISTRICT COURT OF THE FIRST CIRCUIT ADDRESSES

Honolulu - Traffic Violations Bureau 1111 Alakea St., Honolulu, Hawaii 96813

Ph. 538-5500

Ewa District Court (Pearl City) 870 Fourth St., Pearl City, Hawaii 96782

Ph. 454-5488

Kaneohe District Court, 48-201 Kahuhipe St., Kaneohe, Hawaii 96744

Ph. 234-0800

Wahiawa District Court, 1034 Kilani Ave., Wahiawa, Hawaii 96786

Ph. 821-5087/821-0708

Wailanae District Court, 87-1784 Farrington Hwy., Wailanae, Hawaii 96792

Ph. 868-1508

Operating Hours (Except Honolulu)
Honolulu Operating Hours

7:45am to 4:30pm; Monday thru Friday
7:45am to 9:30pm; Monday thru Friday
(Except State Holidays)